

FILED
NOV 29 2010
CITY CLERK

RESOLUTION NO. 35, 2010

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF TERRE HAUTE, INDIANA:

WHEREAS, There are insufficient funds in a certain account of the Terre Haute Police Department budget to meet current and anticipated expenditures within said Department, and,

WHEREAS, There is surplus funds in another account of the same budget, said Account being within the appropriation heretofore made for the use of said Department.

BE IT THEREFORE RESOLVED: That the following transfer be made in the Account heretofore appropriated for the use of said Department:

FROM: #0101-0017-01-412.201	TO: #0101-0017-01-412.200
Secretary Level II	Clerk Typist Level I
\$6,720.00	\$6,720.00
Total	\$6,720.00

Introduced by: _____ George Azar, Councilman

Passed in open Council this _____ day of _____, 2010.

_____ Neil Garrison, President

ATTEST: _____ Charles P. Hanley, City Clerk

Presented by me to the Mayor this _____ day of _____, 2010.

_____ Charles P. Hanley, City Clerk

Approved by me, the Mayor, this _____ day of _____, 2010.

_____ Duke A. Bennett, Mayor

ATTEST: _____ Charles P. Hanley, City Clerk

REQUEST FOR TRANSFER OF BUDGETED FUNDS

(For Approval by Mayor, Controller, and City Council)

This form is to be used when the requested transfer is between two major classifications.

DEPARTMENT or FUND: Terre Haute Police Dept 0017

DATE: Nov. 18, 2010

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	<u>0101-0017-01-412.201</u>	<u>Secretary Level II</u>	<u>\$ 6720.⁰⁰</u>
TO:	<u>0101-0017-01-412.200</u>	<u>Clerk-Typist Level I</u>	<u>\$ 6720.⁰⁰</u>
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____
FROM:	_____	_____	\$ _____
TO:	_____	_____	\$ _____

Total Amount to Be Transferred \$ 6720.⁰⁰

Department Head Approval:
(Forward to Mayor)

[Signature]
Signature

Date: 11-18-10

Mayoral Approval:
(Forward to Controller)

[Signature]
Signature

Date: 11-18-10

Controller Approval:
(Forward to the Legal Department)

[Signature]

Date: 11/22/10

Received by Legal:

Date

Resolution # 35

DEPARTMENT HEAD: Please attach a memorandum briefly detailing the need for this resolution. Such information should include the specific services or products you intend to purchase and the reason you have surplus funds in the specified accounts.

NOV 22 2010

CITY LEGAL

Revised July 2010

MEMO

DATE November 18, 2010
TO Mayor Bennett, Controller and City Council
FROM Terre Haute Police Dept. Chief John Plasse
RE Transfer request

Information on request for transfer of budgeted funds

Secretary Level II has extra in account due to Dianne Valandingham leaving department in April of this year.

A part-time person was hired in Records in May of this year. The transfer is for her payroll.

A handwritten signature, likely of John Plasse, consisting of stylized loops and a final flourish.